

Agenda of Regular Meeting

The Board of Trustees Kilgore Junior College District

A Regular Meeting of the Board of Trustees of Kilgore Junior College District will be held September 18, 2017, beginning at 6:30 PM in the McLaurin Administration Building - 2nd Floor.

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| Prior to the Meeting | 6:00pm | Monday, September 18, 2017 |
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Dinner

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| Items of Business | 6:30pm | Monday, September 18, 2017 |
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The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

I. CALL TO ORDER

- A. Invocation and Pledge of Allegiance

II. COLLEGE SPOTLIGHTS

- A. Student Spotlight -Maria Martinez
Presenter: Latasha Goodwyn, Director of Adult Education & Literacy
- B. Employee Spotlight -Dewey Greer
Presenter: Randy Lewellen
- C. Program Spotlight - Welding Competition
Presenter: Randy Lewellen & Cody Edwards
- D. Student Success Spotlight - 2016-2017 Graduation Data
Presenter: Dr. Staci Martin & Dr. Mike Turpin

III. CITIZEN COMMENTS

IV. CONSENT AGENDA

- A. To consider approving the minutes of the August 14, 2017 regular board meeting and the August 21, 2017 Board Retreat.
- B. To consider approval of personnel items submitted as follows:
 - 1. **Recommendation to accept employee resignations as follows:**
 - a. Professional Support Assistant, KC-Longview, effective August 25, 2017

after five years of service

- b. Police Officer, effective September 8, 2017 after one year and six months of service
- c. Support Specialist-Purchasing, effective September 27, 2017 after seven months of service

2. Recommendation for employment as follows:

- a. Professional Support Assistant, Financial Aid, effective August 21, 2017
- b. Professional Support Assistant - Student Development, Residential Life, effective August 24, 2017
- c. Professional Support Assistant - Fire Academy, Public Services & Industrial Technologies, effective September 5, 2017
- d. Professional Support Assistant - Records and Reports Specialist, Admissions & Registrar, effective September 11, 2017
- e. Vocational Nursing Instructor, KC-Longview, effective September 11, 2017
- f. Fitness Center Manager, Administrative Services, effective September 11, 2017
- g. Interim Psychology Instructor, Arts & Mathematical Sciences, effective September 1, 2017
- h. Executive Director of Development, Administration effective October 1, 2017
- i. Police Officer, KCPD, effective September 12, 2017
- j. Police Officer, KCPD, effective September 12, 2017

V. EXECUTIVE SESSION

Adjournment to executive session pursuant to Texas Government Code Sections 551.071 - 551.084, the Open Meetings Act, for the following purposes:

"The Board has adjourned to executive session at _____p.m. on **September 18, 2017.**"

PERSONNEL: (Government Code 551.074)

LEGAL: (Government Code 551.071)

REAL ESTATE: (Government Code 551.072)

RECONVENING IN OPEN MEETING

"**The Board has reconvened in open session at _____p.m. on September 18, 2017.**"

IF, DURING THE COURSE OF THE MEETING COVERED BY THIS NOTICE, THE BOARD SHOULD DETERMINE THAT A CLOSED OR EXECUTIVE

MEETING OR SESSION OF THE BOARD SHOULD BE HELD OR IS REQUIRED IN RELATION TO ANY ITEM INCLUDED IN THIS NOTICE, THEN SUCH CLOSED OR EXECUTIVE MEETING OR SESSION AS AUTHORIZED BY SECTION 551.001 ET SEQ. OF THE TEXAS GOVERNMENT CODE (THE OPEN MEETINGS ACT) WILL BE HELD BY THE BOARD AT THAT DATE, HOUR AND PLACE GIVEN IN THIS NOTICE OR AS SOON AFTER THE COMMENCEMENT OF THE MEETING COVERED BY THIS NOTICE AS THE BOARD MAY CONVENIENTLY MEET IN SUCH CLOSED OR EXECUTIVE MEETING OR SESSION CONCERNING ANY AND ALL SUBJECTS AND FOR ANY AND ALL PURPOSES PERMITTED BY SECTIONS 551.071-551.084, INCLUSIVE, OF THE OPEN MEETINGS ACT.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- a. the open meeting covered by this notice upon the reconvening of this public meeting, or
- b. at a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

VI. ACTION ITEMS

- A. To consider payment of legal fees for services rendered.
- B. To consider a Board Resolution to Nominate a Candidate to serve on Appraisal District Boards
 1. Gregg County
 2. Rusk County
 3. Smith County
 4. Upshur County

VII. BOARD COMMITTEE REPORTS & ACTION ITEMS

- A. Investment/Finance/Audit Committee - Joe Carrington, Chair
Presenter: Joe Carrington
 1. ACTION ITEM: To consider adoption by resolution of the tax rate for tax year 2017 (FY2018 budget)
Presenter: Joe Carrington
 2. ACTION ITEM: To consider approval of the use of the East Texas Oil Museum (ETOM) dollars set aside for renovation and repair in Austin Bank to provide ETOM HVAC repair and purchase of ETOM security systems.
Presenter: Scott Andrews
 3. INFORMATION ITEM: Quarter 4, Public Funds Investment Act (PFIA) Report
- B. Policy & Personnel Committee - Karol Pruett, Chair
Presenter: Karol Pruett
 1. ACTION ITEM: Policy Approval

- a. To consider approval of policies
 - 1. Annual External Financial Audit Policy
 - 2. Distance Learning Policy
 - 3. Faculty Competence Policy
 - 4. Hiring Policy
 - 5. Information Technology Resources Acceptable Use Policy
 - 6. Intellectual Property Policy
 - 7. Performance Review and Appraisal Policy
 - 8. Shared Governance Policy
 - 9. Student Complaint Policy
- 2. INFORMATION ITEM: Strategic Plan Progress Update
Presenter: Dr. Staci Martin
- C. Property & Facilities Committee - Brian Nutt, Chair
Presenter: Brian Nutt
 - 1. ACTION ITEM: To consider approval of a distribution of \$107,500.00 to Kilgore Independent School District (KISD) for R.E. St. John Stadium lighting
 - 2. INFORMATION ITEM: Facilities Update
 - a. Devall Foundation
Presenter: Jeff Williams
 - b. McKinstry Update
Presenter: Jeff Williams
 - c. Camera Security System Point of Sale
Presenter: Heath Cariker
 - d. Roadways
Presenter: Heath Cariker

VIII. ADJOURNMENT